



CITY OF HOUSTON

Public Works and Engineering Department

Bill White

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TO: Owners of Facilities within the Public Right-of-Way

In accordance with Sec. 40-392 of the Code of Ordinances, the form for reporting facilities within the City's right-of-way is attached. Please submit information to:

Office of the City Engineer
Public Works and Engineering Department
P.O. Box 1562
Houston, Texas 77251-1562

Facility owners may register, as required by Sec. 40-392(1), in accordance with procedures at:
<http://www.publicworks.cityofhouston.gov/ecd/registration.htm>

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Director
Public Works and Engineering Department

MSM:DWK:lac

cc: Paul Nelson
Jack Sakolosky
Paul Valdez
Harish Jajoo
Tony Tamame

Data requirement for facilities within the public right-of-way:

The facility data, graphical and non-graphical, shall be in the latest GIS format available to the owner of facility. It will be provided to the City of Houston in CD's or in hard disk and it is preferred to be in one of the ESRI's GIS environment such as Shape file, Arc/Info coverage, SDE, etc. The dataset shall include all lines and point features and at a minimum the following attributes are required for each feature:

Facility ID
Name of owner
Address of owner
Contact name
Contact telephone #
Contact Email
Type of facility
Purpose of facility
Date constructed
Maintained by
Size
Shape
Material
Depth

In the case that data is not available in GIS format then a complete set of tabular data for facility shall be provided to the City in CD's and it is preferred to be in Excel or Access. The dataset shall include all lines and point features and at a minimum the following attributes are required for each feature:

Facility ID
Name of owner
Address of owner
Contact name
Contact telephone #
Contact Email
Type of facility
Purpose of facility
Location (street name)
Block number (from)
Block number (To)
Key Map page
Key Map Grid
Date constructed
Maintained by
Size
Shape
Material
Depth